Basic Field Epidemiology Training Project

**Registration Process**

The Basic Field Epidemiology Training Project is made up of a:

- a self-paced online course – *UACPHP 206 Field Epidemiology*
- a one day live training – *UASPH Epi101: Field Epi 101: Outbreak Investigation*

To register for any of these trainings, please go to:

[https://www.nylearnsph.com/Public/](https://www.nylearnsph.com/Public/)

Click on “Click Here” on the left upper hand side. (below Login)

You will be asked to create a profile. Please complete all required fields and include your agency name in the first line of your work address, in addition to the Agency drop down menu.

Once you have completed your profile, please click on “Submit your Registration”.

**If you are already registered on the LMS, you DO NOT need to create a new profile.**

You should now be logged into the *NYS Department of Health – Learning Management System*.

1. **Under “User Menu” on the left hand side, please click on “Course Catalog”**.
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2. **Click on “Program Catalog” at top center of page.**

All of the courses (live training and online courses) will be listed under the heading “Basic Field Epi – UAlbany School of Public Health”. Click on the title of the program to read an overview.

If you are taking the one day live training, *UASPH Epi101: Field Epi 101: Outbreak Investigation*, please will need to register for the self-paced online course, *UACPHP 206 Field Epidemiology*, as well. It is a pre-requisite to the one day live training.

3. **To register for the one day live training, click on the course title **UASPH – Epi 101 Field Epi 101: Outbreak Investigation**.**
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Click on “enroll”. *(Be sure to enroll for the location you want to attend.)*

### UASPH-Epi101 Field Epi 101: Outbreak Investigation

<table>
<thead>
<tr>
<th>Enrollment Deadline</th>
<th>Section</th>
<th>Course Format</th>
<th>Start/End Dates</th>
<th>Meeting Times</th>
<th>Location</th>
<th>Instructor(s)</th>
<th>Speaker(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enroll 1/12/2010</td>
<td>Broome County Health Department</td>
<td>Face to Face</td>
<td>1/12/2010 to 1/12/2010</td>
<td>Meeting Times</td>
<td>Location</td>
<td>Dawn M Bleyenburg</td>
<td></td>
</tr>
</tbody>
</table>

If you have enrolled successfully, you will see a message indicating that you have successfully registered for the course.

### Course Catalog - Registration

You have successfully registered for UASPH-Epi101 Field Epi 101: Outbreak Investigation. It is now part of your Current Courses in My Courses.

4. To register for the pre-requisite online course return to the Program Catalog (Step #2 above), click on the course title **UACPHP – 206 Field Epidemiology**.

### Basic Field Epi - UAlbany School of Public Health

<table>
<thead>
<tr>
<th>Course</th>
<th>Course #</th>
<th>Formats</th>
<th>User Rating</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>UACPHP – 206 Field Epidemiology</td>
<td>UACPHP - 206</td>
<td>Online</td>
<td>Epidemiology/Surveillance</td>
<td></td>
</tr>
<tr>
<td>UASPH - Epi 101 Field Epi 101: Outbreak Investigation</td>
<td>UASPH - Epi 101</td>
<td>Face to Face</td>
<td>Epidemiology/Surveillance</td>
<td></td>
</tr>
</tbody>
</table>

5. Click on “enroll”.

### UACPHP-206 Field Epidemiology

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<tr>
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</thead>
<tbody>
<tr>
<td>Enroll Ongoing</td>
<td>Field Epidemiology</td>
<td>Online</td>
<td>Ongoing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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After enrolling in an online course, go to My Courses (under User Menu on the left side of the screen). Click on Launch Course under the Course Name to access the online course.

**Note:** You will be taken to the website that hosts the online course (UAlbany’s Center for Public Health Preparedness’s E-Learning Center). Make sure the Register tab is selected.

Fill in the boxes for first name, last name, and last 4 digits of your SSN. (You may use any 4 digits that you have no trouble memorizing.) You will be asked to register for the E-Learning Center. (You will not see the screen below if you have already taken a course through the E-Learning Center.) Please be mindful to type your chosen username and password correctly.
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After registering, you will need to log in using your username and password. This course is self-paced and you may log in and out as needed. No need to complete in one sitting.

Please contact Dawn Bleyenburg, Sue Brooks or Leah Connor if you need further assistance 518-402-0330.